



WebMaster™ 3.0 Help Contents

Welcome to WebMaster™ Help...
Click the area you have a question about!
(or see Topics below)



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Menu Options

Activate Full Version!
WebMaster Registration

Special Thanks
Friends & Language Support

WebMaster™ 3.0 is a Shareware program! Please try it FREE for 30 days...
If you enjoy using WM Please Register--Your support is *greatly* appreciated!
In exchange, You will receive a personal password to unlock Expanded Features!

NEW LIST: Deletes the current list and creates a new one.

EXPORT LIST: Saves your current list in a file format you choose!

PRINT LIST: Prints the current list to your printer.

CUT: Cut selected text.

COPY: Copy selected text.

PASTE: Paste text already copied.

SCAN WEB ADDRESSES: Scans files for Web-Style Addresses; New Addresses are auto-entered into your database w/Name, Address, Category, Group, and Date.

SCAN E-MAIL ADDRESSES: Scan files for E-mail Addresses. New Addresses are auto-entered into your database w/Name, Address, Category, Group, and Date.

REGISTRATION KEY: [Click here to expand your copy of WebMaster!](#)

PASSWORD UNLOCK: After you receive your Password, enter it here!

HELP: Activates Help Contents.

FIND TEXT: Locate one or more records using a Keyword Search!

QUERY LIST: Narrow your list using complete SQL text matches!

COUNT LIST: Counts records in list.

SPECIAL: Marks a record as Special

DATA CONTROLS: Navigate, add, delete, or modify records.

DATE: Date a record was added. To change Date Format, press F2 in WM.

NAME: Displays the name for a selected record. Click the TABBED INDEX to quickly page through your list of addresses; The checkbox can be used to switch these TABS between your Web + E-mail address lists!

ADDRESS: Displays an address for the currently selected record.

GROUP STAMP: When checked, forces current Category to be stamped on all addresses imported through the SCAN buttons. De-select this box to return to default [WebMaster auto-assigns category for each new address].

CATEGORY/GROUP: Displays the classification. To Add a Group to the Popdown List, type it in the blank and press +. To Remove an item, -. You MAY add group names to single records w/o adding them to the popdown list.



About Me, the Author!



Thanks for trying my program!

I have put much effort into it, hope you enjoy it!
Your comments, feedback, and hellos, are welcome.

Creating WebMaster has taken a *BIG* chunk of my life and placed it in this program. If you like WM, *please* Register + mention it to a friend (or add a link to your Web Site)--This small effort means a lot to me! I want to create more low-cost shareware so I will do my best, in return, to reward you!

For \$10, You get:

A Personal Password
No more Registration Reminders
Ability to Create Indexed, Alphabetized Web Pages
Full Printing / Text + Query Searches
My Utter, Humble Thanks!

For \$10, I get:

Spaghetti for dinner.
A chance to make more Shareware!

Oh, alright. Register Me!

Ideas? Need a download address?
Looking to hire a Programmer?
Just want to say hi? Write to:

<p>Martin The BrainStorm Co. P.O. Box 1333 Studio City, CA 91614 U.S.A. BrainCo@aol.com</p>



What is WebMaster™?

WebMaster™ is a Deluxe Organizer for Web + E-mail Addresses.
Add WebMaster to your Toolbox of Useful Internet Utilities!



[Why I wrote WebMaster](#)

I wrote **WM** to screen my files and collect ALL embedded Web + E-mail addresses. Hunting out & typing them up was just too much work! Since then, I have expanded **WM** into a full-fledged Deluxe Organizer.



[Organize Your Addresses](#)

WebMaster™ is your Luxury Address Power Tool--*No tiresome Folder-clicking, Page-turning, or navigating Unordered Lists!* Buttons quickly add, modify, import or export your addresses; Alphabet Tabs find what you want, fast. Keep **WM** open while you browse *or* use it off line.



[Share, Harvest, and Publish](#)

You can Share Lists across most Browsers & Applications.

WM Recognizes and Scans Addresses from ALL non-encrypted files (*Incl. VRML!*). Create Indexed Web Pages, Text, ODBC, & FoxPro®-type database Files!



[Print, Search, Sort... & More!](#)

Print addresses in clean, attractive format--full lists, or by keyword.

Perform Query searches on your **WM** database.

Order Entries by Name, Address, and Date.



[WebMaster™ is Shareware](#)

Try it FREE; Pass it along. If you like it, Please Register (Only \$10)! I will send you a Personal Password to unleash **WM** Expanded Features!



How to Use WebMaster™



Addresses

[Enter Addresses Manually](#)

[Scan Addresses Automatically](#)

[Organize Addresses by Type](#)

[Locate and Sort Addresses](#)

[Use or Copy an Address](#)



Lists

[Import Addresses](#)

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Menu Options

Items below link to the closest subject for each area.

- File** [New List](#)
[Import List](#)
[Export List](#)
[Print List](#)
[Print Preview](#)
- Edit** [Cut](#)
[Copy](#)
[Paste](#)
[Preferences...](#)
- List** [Find Text](#)
[Order by Name](#)
[Order by Address](#)
[Order by Entry](#)
[Delete Visible List](#)
[Pack Records](#)
- Scan** [Scan Web Addresses](#)
[Scan E-mail Addresses](#)
[Scan Non-Web Document](#)
- Help** [About WebMaster...](#)
[WebMaster Help](#)



WebMaster™ Registration!

Registration is Quick & Easy! Click Print above, or  on the form to send an Order Form to your printer. Or, write to the address below to send your \$10 registration. In return, I will send you a Personal Password to enable your WebMaster 3.0 Expanded Features!

=====
WebMaster 3.0 Registration
=====

Thank you for trying WebMaster FREE for 30 days!
[x] YES - I want to activate the complete version!

1. SEND PASSWORD/s for _____ copy/copies x US\$10 each = _____.
(California Residents: Add sales tax)

2. SEND TO: (Name/s to Register + Postal Address)

E-mail Address:

3. PAYMENT:

- Check (US\$/US bank)
- Intl Postal/Money Order
- Credit Card (VISA/MasterCard/American Express)

_____ Exp. Date ____/____

Name + Billing Address (required)

=====
> Send your order to: <
=====

The BrainStorm Co. - POB 1333 - Studio City, CA 91614 - USA
Card Orders may FAX: +1-818-566-4035* / E-MAIL: BrainCo@aol.com
*818 phone code may become 626 in 1998 - Decision Pending
Registrations are non-refundable

Please note your comments and suggestions!
Thank you for supporting high-quality, low-cost shareware!



Scan Addresses Automatically

How can I scan files for Web or E-mail addresses?

Click .

Select SAMPLE.HTM or another file (hold SHIFT to select >1).
Click OK to begin.

Addresses are added - No typing required!

 works the same way.

WM can scan saved files. When on the Web, save Pages with your Browser SAVE AS feature. You can scan other-sources too, such as a CD-ROM or files from a friend. If you place files in one directory, WM can scan them all at once!

How do I scan a Non-Web Document?

Scan documents not meant for Web use (E-Newsletters, non-hyperlinked listings, e-mailed Monthly Picks, etc.) with *Scan Non-Web Document* (under the SCAN menu). This is slower than *Scan Web Addresses* or *Scan E-Mail Addresses* but digests more file types. Using this, I scanned one large Non-Web file to grab 17,000 E-mail addresses in ~ 5 minutes!




What kind of Addresses can WebMaster™ scan?

WM 3.0 detects + classifies HTML, VRML, GOPHER, PROSPERO, HTTP, FTP, E-MAIL, Multimedia, Binary, and many other common Address Types. WM meets or exceeds HTML 3.0 / VRML 1.0 guidelines.









Enter Addresses Manually

How can I enter an address manually?

Click  (Creates a NEW record).
Enter text in Name + Address blanks.
Add/select Group or Notes, if you wish!
Click  to Save;  to Cancel.

How can I modify an existing address?

Locate the record.
Modify/Type text in entry blanks.
Use    if needed (Cut, Copy, Paste).
Click  to Accept changes;  to Cancel.
To DELETE an existing address, click .



Locate/Sort Addresses

How can I locate addresses?

You can use data controls:

You can find individual records by keyword:

You can perform an SQL Query to narrow your list:

You can use Index Tabs:

Or, Click on the list + use the ARROW keys, or PAGE UP/DOWN.

How can I order addresses by Name, Address, Date/Entry?

From the menu, select:

LIST+ORDER BY NAME

LIST+ORDER BY ADDRESS

LIST+ORDER BY ENTRY

How can I perform an SQL Query?

SQL stands for Standard Query Language, a method of searching records in your database. With SQL, you can display lists by Keyword or Date.

Lists you create w/SQL Query are recognized by other WM features (Creating Web Pages, exporting Databases, Printing, etc.) !

A Sample Query:

Click to begin.

Enter Sample Expression `TEXT$UPPER(WEBNAME)` in the Expression Blank (replace TEXT w/keyword of your choice).

Click GO.

Any records with a Name containing TEXT will appear!

To RESET a List, Click again.

Query Tips:

The Sample Expression makes your Query *case-insensitive* with TEXT and UPPER(). A similar, *case-sensitive* query might use Text [without UPPER()].

You can modify the sample Expression to run your own custom queries. The \$ sign means IS INCLUDED IN; other signs (i.e. <, >, =) act as they do in math equations. You can replace WEBNAME with WEBADDRESS, GROUP, DATE or SPECIAL. Compound searches can be made using .AND., .OR., and .NOT. expression joiners.

SQL is not too difficult to learn; however, further details are outside the scope of WM3 Help. You can find more information on SQL at a bookstore, library, or on the Web.



Organize Addresses by Type

How can I organize different address types?

WebMaster does most of the work; When you SCAN for addresses:

- 1) File + Address Types are entered in the GROUP field
- 2) E-mail Address names are <Bracketed>.
- 3) Web Address names are Spelled Out Normally.
- 4) Graphic/Image Files are [Bracketed].

When entering Addresses, follow above guidelines to:

- 1) Allow SQL queries of File + Address type
- 2) Keep <E-mail Addresses> together
- 3) Keep Web Addresses together
- 4) Keep [Graphic Files] together

How can I modify the Group popdown list?

To add an item: Type it in the Group/Category blank, then click .

To subtract an item: Select it from the list, then click .



Create Multiple Lists

How can I create / publish / maintain multiple lists?

WebMaster can display one list at a time. However, it is not difficult to create, maintain, and compile more than one list by saving your lists as Database files.

Save the Current List:

To Save your Current list, Click .

Under Save File As Type, select Database (*.dbf).

Type a unique name for the list (w/dbf extension).*

Click OK to save.

Create a New List:

Click  to Create a New List (Deletes Current!).


Combine Lists:

Under the FILE menu, Select IMPORT LIST.

Select the Database you want to Import, and click OK.

Share Lists:

When you save a *.dbf file, you create TWO files: *.dbf + *.fpt -- BOTH FILES MUST BE KEPT TOGETHER when you share lists with other users. This is also true if you move your *.dbf lists to another directory.

 **Publishers!** Create a list and publish it w/Shareware copies of WebMaster (the original, unmodified WMASTER3.ZIP file). *There is no license fee!* However, you may NOT distribute passwords or Fully Activated copies of the program.

To package your list with WM, include:

1. The *Original* WMASTER3.ZIP file
2. Your list files (LIST.DBF + LIST.FPT)
3. Instructions to unzip WMASTER3.ZIP
4. Instructions Import your list (FILE+IMPORT LIST)
5. Please properly credit The BrainStorm Co. for WebMaster™!



Import Addresses

How can I import addresses?

An IMPORT is *not* the same as a SCAN.

Use IMPORT to read these special files:

1. Database (*.dbf) files [standard WM3 lists]
2. ODBC files (*.*)]
3. WM Plain Text files (*.txt)*
4. Mosaic (1) hotlists (*.hot)
5. Mosaic (2) hotlists (hotlist.htm)
6. Netcruiser bookmarks (netcom.bm)
7. Netcruiser e-mail (address.dat)
8. Netscape bookmarks (bookmark.htm)
9. Netscape e-mail (address.htm)

* WM can export Plain Text Files, and Re-Import them.

To read Non-WM plain text files, use *Scan Non-Web Documents*.

To IMPORT:

Select FILE+IMPORT LIST.

Under LIST FILES OF TYPE, choose a type.

Select the file you want to IMPORT, and Click OK.

My browser file is not listed. What can I do?

You can still Scan your browser files using *Scan Web Address* or *Scan E-Mail Address* (or *Scan Non-Web Document*, as a second option). Click below for location help!

Where are my browser address files?



Where are my browser address files?

How can I find my browser Web and E-mail addresses?

You can IMPORT or EXPORT many of the following list files using WM--When you select Import/Export, the available file types will be listed in the Type selection box (Note: some folders below may be located in a parent directory).

Web Address Files:	Location:
NETCOM Netcruiser	C:\NETCOM\NETCOM.BM
Netscape	C:\NETSCAPE\NAVIGATOR\BOOKMARK.HTM
NCSA/Spyglass Mosaic	C:\WINDOWS\HOTLIST.HTM
Spry/Air/CompuServe Mosaic	C:\MOSAIC*.HOT
America Online	C:\AOL##\CACHE\WWWCACHE.BIN * (or \IDB\MAIN.IDX)
CompuServe WOW!	C:\...\WOW\WOW\USERS\(\name)\USASTD.MPL

* The AOL file is partly encrypted; To scan, use *Scan Non-Web Document*.

E-mail Address Files:	Location:
NETCOM Netcruiser	C:\NETCOM\ADDRBOOK.DAT
Netscape	C:\NETSCAPE\NAVIGATOR\ADDRESS.HTM
America Online	C:\AOL##\ORGANIZE\SCREENNAME
CompuServe WOW!	C:\...\WOW\WOW\USERS\(\name)\WOWADDR.DAT

Most browsers have a similar format. *If yours does not, try...*

Creating a Clickable Hotlist for Your Browser



Export Addresses

How can I export Addresses?

You can Save/Export your Lists (complete or queried) as a hotlist/bookmark/address file, customized for your specific browser. You may also Export Lists as Database, Text, ODBC files, and Web Pages.

Export a List:

Back up any file to be Overwritten, if necessary.

Click  to Export the current, visible List.

Select the file type, and type the filename.

Select the target directory; Click OK to Save.

You can Overwrite an existing file, or create an additional files in another location. When you overwrite, you are *replacing* (NOT combining!). To combine two files, IMPORT the old list into WM before overwriting it with an EXPORT.

Use EXPORT to create a Web Page!

You can EXPORT list/s as Web Pages. Web Pages created using WebMaster include a Clickable, Alphabetized Index (for E-mail + Web Sites) in the page header.

This feature allows you to create an Indexed, Point-and-Click version of your Web and E-mail Lists. Once you have Exported a Web Page, type its file address (i.e. C:\PAGE.HTM) into your browser URL blank to load it, then click away!

This is also useful in creating institutional E-mail Directories destined for the Web, and Topic or Keyword Web Address lists for the visitors to your Web Site.

On a WebMaster-generated Web Page:

1. Clicking a Web Address will connect to it.
2. Clicking an E-mail Address will activate your E-mail program.

Use EXPORT to backup your Database

To make a backup of your current list, EXPORT it in Database (*.dbf) format. This creates two (2) files - NAME.DBF + NAME.FPT (Replace NAME with your filename). Keep these files together in your backups or exchanges.

Be sure to back up your list before creating a new one (if you want to preserve the addresses!).

Export to your Browser

Most browser list types are located in your browser home directory. To overwrite your browser list with a WebMaster list, EXPORT the correct file type to that location.

Need help locating your browser addresses? Click below for help:

Where can I locate my browser address files?

Note for CompuServe/Spry/Air Mosaic Users -- If you Export as a *.HOT file (to the \MOSAIC directory), you can add it to your Mosaic menu:

1. In Mosaic, click HOTLISTS.

2. Click the OPEN/NEW option.
3. Select the exported *.HOT file.
4. Click the Add to Menu checkbox.



Print Addresses

How can I print addresses?

Click  to Print the Current List.

PRINT, like most commands in WebMaster, respects any SQL Query currently active (if you limit a list by keyword, only that list will be printed).

If you want to limit the pages printed, enter a range in the Print Dialog.

Important Note: On startup, WebMaster is set to use your default printer. Do *not* use the PRINT SETUP to adjust print settings (you will get an error). If you want to adjust your default printer, please do so in the Windows Control Panel.

How can I preview a Print Job?

Select FILE+PRINT PREVIEW to see a preview of your print job.



Use an Address / Create a Clickable Hotlist

How can I use or copy an address?

Copy a Single Address *from WM*:

Locate the address. With your mouse, highlight the text to copy. Click  (Copy).

Use the Copied Address:

Switch to your browser. Click in the URL blank; Select EDIT+PASTE menu or CTRL+V. Press ENTER or click your browser Jump button to connect!

Copy an Address *to WM*:

In the source program, Copy the Address. Switch to WebMaster. Click in the Address blank, and  (Paste). Save your new entry!

Windows 95 Users may use the right mouse button to CUT, COPY & PASTE.

How can I Create a Clickable Address List for my Browser?

Save your WM list as a Web Page (i.e. C:\WEBLIST.HTM)

Type that local address (i.e. C:\WEBLIST.HTM)* into your browser URL blank.

Press ENTER to display the list (which you can Bookmark for quick access later)!

* For some browsers, you may need to type a Special Format for Local Files:

NetCruiser - file://localhost/c:/filename.htm

Many Others Use - file:///c:/filename.htm (note 3 slashes before c:/)

Replace *c:/filename.htm* above with the location of *your* file.

Notice: ALL slashes in the above formats should be forwards (/).

Tips: A *URL Blank* is the blank where you type Web Addresses for instant access.
A *Local File* is a file you have saved to your hard drive.

WOW! + Internet Explorer Users: Full WM-to-Browser Address Exchange is not yet supported, but you can Create a clickable Address List (see above) to use WM lists directly with your Browser, and *Scan Non-Web Doc* to scan your browser address files into WM.

Friends & Language Support

Special Thanks

No person is an island, and many deserve my heartfelt thanks...

The Guide that triumphs over all human logic.

Joan for keeping me sane.

Jack, Frances, Wayne for encouragement.

Friends for remaining friends while I toiled in my cave: Ace, Agi, Alicee, Andie, Annie, Claire, Donna, Farra, Junebug, Ken, Leslie, Netta, Nina K., Ray, Shlomo, Steve, Tanni, Tif, Todd, and All You Web Folks out there.

Finally, To all the people who said I couldnt...

Thanks for the motivation!

Language Translation Assistance

Thanks to those who helped make WebMaster 3.0 more International !

The people below were very helpful! Although I have tried to avoid any error, if an error exists it would be *my* typing error and not the fault of any of the translators!

Should you need quality FRENCH or SPANISH translations in your own work, contact any *highlighted* Service below...

ESPAÑOL

Spanglish Translation Services

spanglis@execpc.com

<http://www.execpc.com/~spanglis>

FRANÇAIS

Fitzgerald & Dionne - Certified Translators
Guy Hanigan

fitzdio@inforamp.net

hanigan@hanigan.qc.ca

<http://www.hanigan.qc.ca>

DEUTSCH

Ralf Menzel

ZD Online Publishing Deutschland

rmenzel@zd.com

<http://www.zdnet.de>

ITALIANO

Elvira Di Fabio - Harvard University

Jessica Barbagallo - Ithaca College

edifabio@fas.harvard.edu

NORSK

Kjetil Gundersen

kjetilg@sn.no

Final Words...

Thanks to the worldwide Internet community, where sometimes individuals who come up with an idea and want to try it on their own, can actually do so.

My words to you, whomever you may be:

Don't let troubles stop you from soaring to the greatness within.

If everyone else calls a circle a square, don't be afraid to call it a circle.

When the world no longer inspires you, aspire to inspire the world.

+++

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Internet Explorer™ is a trademark of Microsoft Corporation.

WebMaster™ Preferences...

How can I customize settings in WebMaster?

Press  (or select EDIT+PREFERENCES...) in WM to customize Preferences.

You can adjust:

1. **Date Form:** Change to your local country format.
2. **Language:** Choose English, Deutsch, Español, Français, Italiano, Norsk, or Custom*
3. **Browser:** Select the type of browser you use most often.
4. **Speed vs. Quality:** If scanning a lot of files for just the complete addresses is okay, leave this toggle set to SPEED. If you prefer more comprehensive scans (best if you are online or keep a record of the original address for each document you save for scan), WebMaster will ask you for the main document Internet address of each file being scanned. In most cases, SPEED is sufficient.

Click  for Preferences Help;  to Return to WM.

***Language Note:** If yours Language is not listed, and you would like to translate a small list of words and phrases for reference credit, please contact The BrainStorm Co. at BrainCo@aol.com for details!



Delete Visible List

How can I Delete just a portion of my list?

Sometimes, you may want to Delete Addresses of a certain type while keeping the list intact. The Addresses might belong to a certain Group/Category, a Date Range, or fall under a particular Keyword.

Using the SQL Query feature, List the Addresses you want to Delete.

Select LIST+DELETE VISIBLE LIST

Only the visible addresses are Deleted.

Do not forget to click  to restore the rest of your list!



Pack Records

What is Pack Records for? When should I use it?

PACK RECORDS re-sorts your current database. If you create large lists and often delete records, you can use this to permanently remove deleted addresses + compact the file to its smallest possible size. You may also notice some performance/speed improvements.

Before **PACKing** your records, **EXPORT** a copy of the current list to a backup file (after the **PACK** is successful, you can delete it). Backup is not required, but especially for large databases it is a good safety precaution.



Error Messages

What do I do if I get an Error Message?

First see if your problem can be answered below:

PROBLEM: My system crashed while WebMaster was running.
SOLUTION: This is most likely due to another application also running. When you do not exit WM properly, data files can be corrupted. If WM does not behave properly on next startup, try:
1. Reboot your system and run WebMaster again, OR
2. Replace ADDRESS.DBF+FPT with WMASTER3.ZIP originals.
3. After 1. or 2., you may need to reboot before starting WM again.
4. After 1. or 2., you may be required to re-enter your Password.

PROBLEM: I get "File is incompatible or corrupt when importing a DBF file."
SOLUTION: You may only import FoxPro®-compatible DBF files in WM3 format.

PROBLEM: I get "File Open Error" on startup, and my list is blank.
SOLUTION: WM3 may already be running! Quit the newly started WM3. Only run one instance of WebMaster 3 may run at a time.

PROBLEM: I get "File Open Error" when trying to scan for addresses.
SOLUTION: A file you are trying to scan is exclusively opened by another application. Try quitting other programs and scan again.

PROBLEM: File Import/Export types are not behaving as expected.
SOLUTION: Use the recommended filename extensions for each type. If necessary, rename the file in Windows later.

PROBLEM: Non-Web Document Scan is not capturing addresses I want
SOLUTION: Try the traditional "Web" and "E-mail" scan methods.
Send ME a copy of the file and describe its type
I will try to expand recognition for version 4.0!

If the above does not help, please check the WebMaster Home Page for any New or Updated information (<http://members.aol.com/BrainCo/>). If you do not find help there, you can E-mail me directly!



Disclaimers & Legal Stuff

WebMaster 3.0 World Wide Web Address Organizer™

Before you read the following, know that I *want* you to share the SHAREWARE version of WebMaster 3.0 with friends/colleagues/customers/subscribers barring any charge or unusual limitations. Please share it with someone you love! However, please do NOT share any password or any file other than the original WMASTER3.ZIP shareware file. Finally, please do not violate any trade or copyright laws in the process, as are described below. Thank You!

And now, for the jaw-dropping array of legal protections that apply...

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